

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

February 14, 2018

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, February 14, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Kim Smith, and Les Nielsen. Absent: None. Others Present: Board Clerk Patrick Christopherson, County Attorney Barbara McFadden, and Recording Secretary Kelsey Johnson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the agenda with the following changes: Move agenda item #8, HEO III position discussion into closed session.

Action #2 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the January 24, 2018 minutes as presented.

Action #3 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	7,456.00
Ann Lake Twp	1,228.18
Arthur Twp	22,781.24
Arthur Twp	8,093.79
Arthur Twp	858.21
Bina & Guptil LLc	765.00
Braham Public Schools	7,268.24
Brunswick Twp	22,418.51
Brunswick Twp	4,753.04
Centerpoint Energy	84.00
Chamberlain Oil	2,016.93
City of Grasston	562.12
City of Milaca	31.43
City of Mora	12,574.62
City of Ogilvie-Clerk	2,442.19
City of Quamba	2,063.46
Comfort Twp	15,746.21

Comfort Twp	2,524.52
Comfort Twp	2,056.09
CW Technology	1,065.40
E C Riders	14,398.00
East Cent. Reg Dev Comm	419.23
East Central Energy	1,169.13
East Central Energy	164.00
East Central School District	1,682.34
Ford Twp	5,869.79
Ford Twp	1,521.17
Grass Lake Twp	18,415.14
Grass Lake Twp	253.67
Grass Lake Twp	2,219.11
Haybrook Twp	4,611.10
Haybrook Twp	301.56
Haybrook Twp	1,221.49
Health Partners	6,349.11
Hillman Twp	8,420.85
Hillman Twp	880.97
Hinckley-Finlayson Schools	2,006.85
Holiday Credit Office	8,322.41
Isle Public Schools	1,740.94
Kanabec County	7,237.00
Kanabec County Auditor HRA	636.00
Kanabec County Auditor HRA	6,000.00
Kanabec Twp	12,649.30
Kanabec Twp	558.42
Kanabec Twp	2,240.53
Knife Lake Twp	17,110.42
Knife Lake Twp	2,813.24
Knife Lake Twp	1,214.79
Kroschel Twp	7,404.42
Kroschel Twp	762.29
McKinnis & Doom P.A.	714.00
Midcontinent Communications	726.37
Milaca Public Schools	688.04
MN Department of Finance	4,878.50
MN Department of Finance	900.00
MNPEIP	139,782.12
Mora Municipal Utilities	14,478.62
Mora Public Schools	51,826.45
Ogilvie Public Schools	24,980.07
Peace Twp	18,492.22

Peace Twp	2,618.86
Peace Twp	1,590.71
Pine City Public Schools	3.69
Pomroy Twp	8,881.28
Pomroy Twp	1,084.46
Southfork Twp	14,891.71
Southfork Twp	21,171.65
Southfork Twp	1,417.34
Spire Credit Union	4,178.87
Sun Life Financial	3,476.66
Tesneer Law Office	127.50
The Hartford Priority Accounts	1,958.41
Verizon Wireless	3,787.52
Verizon Wireless	930.74
Whited Twp	11,543.33
Whited Twp	1,520.17

76 Claims Totaling: 592,031.74

The board held a discussion regarding gravel tax payments for Brunswick Township. Information only, no action was taken.

Action #4 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:05am** on Wednesday, February 14, 2018 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Interim Community Health Director Kathy Burski and Transit Director, Helen Pieper presented the Community Health agenda.

Action #CH5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Community Health agenda as presented.

Action #CH6 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #CH6 – 2/14/18

Timber Trails Public Transit Bus Distribution resolution

WHEREAS, according to MnDOT the buses held by Timber Trails Public Transit to provide service in Mille Lacs County will follow the routes they are attached to serve if Kanabec and Mille Lacs County choose to dissolve the transit partnership, and

WHEREAS, it is up to the discretion of the Kanabec County Board to determine which buses should be used for the Mille Lacs County routes and should be left with them upon dissolution of the transit partnership.

THEREFORE BE IT RESOLVED to approve the Community Health Administrator and Timber Trails Public Transit Management to determine in the best interest of Kanabec County, which buses will remain with Kanabec County and which will be left with the routes in Mille Lacs County.

Action #CH7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH7 – 2/14/18

Approve Job Description and Refer for Evaluation

WHEREAS County Policy P-106 calls for an evaluation of all county job classifications,
and

WHEREAS the position of County Transportation Driver is a newly created position,
and

WHEREAS the Transit Director has submitted a job description and physical analysis,
and

WHEREAS the board has examined and evaluated the information;

BE IT RESOLVED to approve the job description, and

BE IT FURTHER RESOLVED that it is the decision of the Board that the County Transportation Driver job description be sent to the salary consultant for review.

Action #CH8 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH8 – 2/14/18

Routine and Recurring Bills to be Paid Resolution

WHEREAS, Kanabec County Community Health has routine and recurring bills that require payment in a timely manner in order to prevent accruing late fees or interest charges, and

WHEREAS, the Board may adopt resolutions authorizing the payment of routine and recurring expenditures;

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board authorizes payment of the following routine and recurring claims:

Vaccine Vendors for vaccine
Maintenance Agreements, ie. Marco for copiers
Billing Services, ie. Ability

Action #CH9 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #CH9 – 2/14/18

Neighborhood Health Connection Grant Resolution

WHEREAS, Allina Health has a Neighborhood Health Connection grant available to non-profits and local governments for creating social connections for adults through physical activity and/or healthy eating, and

WHEREAS, The Substance Abuse Coalition of Kanabec County (SACK) has the Positivity in the Park initiative that began in 2017, that fits the requirements of said grant, and

WHEREAS, The SACK Coalition, through Kanabec County Community Health, its fiscal agent, would like to apply for the Neighborhood Health Connection grant funds to continue to grow the Positivity in the Park initiative in 2018.

THEREFORE BE IT RESOLVED to approve the SACK Coalition, through its fiscal agent, Kanabec County Community Health, applying for the Neighborhood Health Connection grant through Allina Health and accepting said grant funds upon approval and the Community Health Administrator signing an Agreement with Allina Health for the grant funds if supported, with approval of the Agreement by the County Attorney.

Action #CH10 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #CH10 – 2/14/18

Agreement for Clinical Laboratory Training – College of St. Scholastica

WHEREAS, the College of St Scholastica has nursing programs and is in need of Clinical Laboratory training sites, and

WHEREAS, Kanabec County Community Health has facilities for providing suitable training experience that meets the educational needs of the students enrolled in those programs, and

WHEREAS, it is in the best interest of Kanabec County Community Health to provide a training site where University students can learn and develop skills and qualifications needed to achieve the student's occupational goals and satisfy the Program requirements while assisting in the development of trained personnel to meet future area employment needs;

THEREFORE BE IT RESOLVED to approve the Community Health Administrator to sign an Agreement with the College of St. Scholastica for Clinical Laboratory Training.

Action #CH11 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 130 claims totaling \$66,924.22 on Community Health funds.

Action#CH12 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:50am.

The Board of Commissioners reconvened.

Property Tax Specialist, Karen McClellan met with the County Board to discuss the contract for Pictometry WFS.

Action #13 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve signing a contract with Minnesota Counties Computer Cooperative (MCCC) for Web Feature Service (WFS) for Pictometry through December 31, 2019.

County Sheriff, Brian Smith met with the county board to discuss matters concerning his department.

Action #14 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the purchase of two squad cars and associated emergency equipment up to the budgeted amount of \$62,000 (\$31,000 each) for 2018.

Action #15 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve spending up to \$12,000 through Maintenance and Information Systems to move the ARMER microwave link to the courthouse permanently.

The County Board held a discussion regarding the proposed County Dog Ordinance. **County Sheriff, Brian Smith will gather further information regarding this matter.** Information only, no action was taken.

10:30am – The Chairperson called for public comment. Those that responded included:

Joel Ek	Comments regarding proposed dog ordinance
Ed Erickson	Comments regarding County Road 25
Jeff Hamme	Ann Lake property purchase and Ordinance #5
Walt Smith	Ann Lake property purchase
Rich Anderson	Ann Lake property purchase

10:45am – The Chairperson closed public comment. The County Board took a three minute break.

Action #16 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following claims on the funds indicated:

	Revenue	
VENDOR		AMOUNT
Ace Hardware		41.98
Ace Hardware		29.57
Ace Hardware		147.98
Advanced Correctional Healthcare		48.81
Advanced Correctional Healthcare		16,215.72
Akkerman-Ingebrand Funeral Home		425.00
Auto Value Mora		198.90
Axon Enterprise Inc		1,620.00
Bob Barker		756.15
Coborns		28.99
Card Services		105.95
CDW Government Inc		38.94
Chapman's Auto Repair		639.20
City of Mora		10.00
Clifton Larson Allen LLP		1,000.00
Michael Curtis		1,656.12
D&T Ventures		225.00
Dejong, Harriet		27.00
D&T Ventures		175.00
East Central Exterminating		240.00
East Central Regional Juvenile Center		38,465.00
East Central Regional Library		3,383.24
Eustice, Todd		384.85
Faust, Patrick		813.60
FBG Service Corporation		6,410.24
FBG Service Corporation		584.80
Galls		274.93
Glen's Tire		36.00
Glen's Tire		22.00
G&N Enterprises		1,500.00
G&N Enterprises		268.50
Gopher		83.83
Grainger		228.75
Granite City Armored Car, Inc.		361.48
Granite City Jobbing Co		513.20
Granite City Jobbing Co		309.82
Hennepin County Medical Center		181.58
Hippen, Derek		59.99

Hoefert, Robert	1,695.33
Hohn's Auto Body & Glass	815.39
Horizon Towing	496.96
Industrial Health Services Network Inc	44.90
JP Cooke Co	81.06
Kanabec Area Chamber Foundation	190.00
Kanabec Co Highway Dept	38.73
Kanabec Publications	21.45
Kanabec Publications	140.00
Kanabec Publications	60.56
Kanabec Publications	250.50
Kanabec Publications	448.50
Kanabec Publications	25.95
Kanabec Publications	201.11
Kastenbauer, Paul A	56.26
KEEPRS	240.96
League of MN Cities	246.42
League of MN Cities	1,980.00
Lerrssen, Jennifer	850.75
RELX Inc. DBA LexisNexis	87.41
MACI	85.00
Manthie, Scott	1,843.11
Manthie, Wendy	1,244.24
MAPCED	280.00
Marohn, Brenda	20.00
MacTek Systems Inc	6,587.00
Midcontinent Communications	150.00
Mille Lacs Disposal Inc	20.00
MN Dept of Finance	800.00
MCCC, MI 33	150.00
M& I Lockbox: MCCC	4,419.23
Marco Inc	71.58
Marco Inc	134.68
Mikes Lawn Service Inc	50.00
Milaca Chiropractic Center	75.00
MN Public Transit Assn	695.00
Minnesota Monitoring Inc	516.00
Minnesota Sheriffs' Association	700.00
Mora Auto Service	217.56
Mora Motor Vehicle Inc	16.00
Nelson, Ansel	1,132.46
Nelson, Ronette	665.47
Neopost USA	31.00

Noble Medical	313.27
O'Reilly Auto Parts	24.98
Office Depot	231.69
Office Depot	26.59
Office Depot	22.12
Office Depot	49.98
Office Depot	83.33
Office of MN.IT Services	7,938.15
Onamia Service Center	648.45
Owens Auto Parts	11.94
Owens Auto Parts	19.19
Payne, Elisabeth	160.23
P-D's Embroidery	54.00
Quality Disposal	380.01
Quality Disposal	190.00
Quality Disposal	22.50
Ramsey County	2,800.00
Ratwik, Roszak & Maloney, PA	68.00
Reliance Telephone, Inc	1,000.00
RS Eden	46.80
Rum River Automotive	25.53
SHI	120.00
SHI	13,663.56
Shopko Stores Operating Co. LLC	19.18
Steinmetz, Heidi	42.44
Stellar Services	1,104.04
Strom, Justin	280.64
Strom, Justin	424.24
Summit Food Service Management	15,530.29
Swank Motion Pictures	499.00
Terhaar, Cheryl	102.23
Thomas, Billy	26.00
Thompson-Reuters-West	916.46
Thompson-Reuters-West	657.00
Thompson-Reuters-West	312.43
Timber Trails	243.84
Tinker & Larson	836.58
Tinker & Larson	118.50
UPS	7.33
Visser, Maurice	1,322.54
Zamora, Ray	606.59
Totalfunds	3,305.99

123 Claims Totaling: 159,643.33

Road & Bridge

Vendor	Amount
A and E Cleaning Services	1,050.00
Ace	177.59
Ameripride	619.31
Auto Value	2,055.97
Boster, James	4,395.00
Boyer Trucks	601.95
Cargill	14,104.16
Central McGowan	293.69
City of Mora	765.78
Compass Minerals	17,464.12
Crawford's Equipment	645.00
Emergency Automotive	296.70
Federated Co-ops	46.52
Fleetmatics	559.00
FSSolutions	250.00
Glens Tire	56.00
Grainger	54.30
Granite Electronics	3,637.69
IT Savvy	221.75
J.R. Oil	30.00
Little Falls Machine	613.35
Maney International, Inc.	325.50
Marco	188.00
Midstates Equipment	32.21
MN Energy Resources Corp	1,254.80
Mora Chevrolet Buick	72.97
Northern Safety	972.40
Northern States Supply	46.35
Oak Gallery	13.95
Office Depot	145.08
Owens Auto Parts	996.97
Oxygen Service	147.41
Pomp's Tire Service	1,141.28
Power Plan (RDO)	1,863.72
Premier Outdoor Services	4,400.00
Quality Disposal	160.00
Speedtech Lights	680.71
Steffen, Cole	150.00
Timmers Implement	861.92
Uline	1,183.44
Ziegler	123,551.90

41 Claims Totaling: 186,126.49

Non R&B Fund

A and E Cleaning Services	525.00
Kroshel Land Surveyors, Inc	450.00
E. G. Rud & Sons, Inc	2,200.00

3 Claims Totaling: 3,175.00

Action #17 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #17a – 2/14/18

SCORE CLAIMS

WHEREAS the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

WHEREAS these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

WHEREAS SCORE Funds appear adequate for the purpose;

BE IT RESOLVED to approve payment of the following claims on SCORE Funds:

Quality Disposal	\$4,362.60
Waste Management	\$1,420.40
Total	\$5,783.00

Resolution #17b – 2/14/18

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Application for Exempt Permit for the Kanabec County Pheasants Forever for a raffle event to be held at Pheasant Ridge 1547 Imperial St Ogilvie, MN 56358 on April 14, 2018.

Probation Director, Todd Eustice met with the County Board to discuss matters concerning his department. Information only, no action was taken.

Deputy Auditor Tax, Roberta Anderson met with the County Board to discuss matters concerning the Auditor/Treasurer's Office.

Action #18 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve a request to repurchase parcels #12.02145.20 and 12.02145.50 which forfeited November 8, 2017.

Action #19 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #19 - 2/14/18

Informal Timber Sale – A. Smith

WHEREAS Andrew Smith has requested an extension on permit 33.16.178 to remove timber on tax forfeited property (08.00010.00), approved May 18, 2016, and

WHEREAS the request has been reviewed and appraised by a DNR Forester, and

WHEREAS the DNR Forester has set forth conditions, including but not limited to:

- 1) Remove only trees within the permit area.
- 2) Permit area is the area designated by the DNR within the E ½ of SW SE, Section 1, Hillman Township (41-24).
- 3) Kept at least 50 feet from trail.
- 4) Timber to be removed is under the direction of the DNR and limited to: 46 cords Aspen, 135 cords Maple, 200 cords Basswood, 110 cords Ash, 30 cords Birch, and 95 cords Oak.

and,

WHEREAS this permit extension shall expire March 15, 2019;

BE IT RESOLVED to approve an informal timber sale and an extension to timber permit #33.14.178 for Andrew Smith to remove approved timber within the E ½ of SW of Section 1, Hillman Township, and

BE IT FURTHER RESOLVED that all conditions set forth by the DNR Forester, except for paragraph referencing scaling; sold at appraised value be met.

DNR Area Wildlife Supervisor, Tim Marion met with the County Board to discuss the Ann Lake property acquisition. Information only, no action was taken.

The County Board held a discussion regarding committee assignments. Information only, no action was taken.

Action #20 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a five year renewal of a lease agreement with the Department of Public Safety; State Patrol.

Action #21 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #21 - 2/14/18

WHEREAS Kanabec County has an obligation to manage solid waste, and

WHEREAS there is a fund available to support recycling, and

WHEREAS Kanabec County wishes to encourage haulers to recycle, and the establishment of permanent recycling facilities, when possible.

BE IT FURTHER RESOLVED, that SCORE Funds will be expended when receipts are presented on a monthly basis, and

BE IT FURTHER RESOLVED, all receipts will be covered until such time that the fund reaches 10% of its annual average.

Action #22 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #22 – 2/14/18

WHEREAS the County Veteran Service Officer, Erica Bliss has identified a need for immediate assistance for veterans, and

WHEREAS the Veterans Office has received a grant from DAV (Disabled American Veterans) in the amount of \$2,500;

BE IT RESOLVED to approve the allocation of \$2,500 to create the Veteran Emergency Fund, and

BE IT FURTHER RESOLVED to approve the guidelines and procedures of the Veterans Emergency Fund Committee.

The County Commissioners gave reports on the activities of the boards and committees in which they participate.

Future Agenda Items: Dog ordinance, Ann Lake property acquisition, Committee Appointments.

Action #23 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #23 – 2/14/18

BE IT RESOLVED to close at the meeting at 12:45pm pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Dennis McNally, Gene Anderson, Les Nielsen, Kathi Ellis, and Kim Smith. Others Present: County Coordinator & Personnel Director Patrick Christopherson.

Action #24 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to re-open the meeting at 12:47pm.

12:47pm – The Chairperson adjourned the meeting. The Kanabec County Board of Commissioners will meet again in regular session on Wednesday, February 28, 2018 at 9:00am.

Signed _____

Chairperson of the Kanabec County Board of Commissioners,
Kanabec County, Minnesota

Attest: _____

Board Clerk